

STANISLAUS COUNTY
CHILDREN
& FAMILIES
COMMISSION

MEMBERS:

Beatrice Acosta
Representative
District 4

Kathy Kohrman
Health Services Agency

Pat Paul
Supervisor
District 1

Sallie Perez
Representative
District 2

Martin G. Petersen
Stanislaus County
Superintendent

George Skol
Vice Chair
Representative
District 3

Dan Souza, LCSW
Behavioral Health &
Recovery Services

John Walker, MD
Chair
Public Health Officer

Robert H. Allaire
Interim Director

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Commission Meeting Minutes
October 22, 2002
West Modesto Community Center
401 E Paradise Road
Modesto, Ca.

Members Present: John Walker, MD (Chair), George Skol (Vice Chair), Bea Acosta, Supervisor Pat Paul, and Dan Souza LCSW.

Members Absent: Sallie Perez, Kathy Kohrman, and Superintendent Martin Petersen

Staff Present: Robert H. Allaire, Interim Director; Mick Krausnick, County Counsel; Dan Rosas, Staff Services Coordinator; Brenda Priest-O'Brien, Accountant; and Erica Inacio, Confidential Assistant.

- I. Meeting called to order by Chair Walker. Commissioners and staff were introduced.
- II. Presentations:
 - A. Nancy Fisher presented a Family Violence Death Review Committee Report
 - B. The Commission viewed a video from the Central Valley Report on the Child Health Access Program
- III. Consent Calendar
Moved Souza, Seconded Skol. The consent calendar was unanimously approved.
- IV. Agenda Items
 - A. Approval of the Commission Meeting Minutes for September 24, 2002.
Moved on consent.
 - B. Executive Director's Office
 1. The Commission accepted the letters written to the Stanislaus County Child and Infant Care Association, Inc., the Child Abuse Prevention Committee, and the Board of Supervisors per the action of the Commission at its regularly scheduled meeting of September 24, 2002.
Moved on consent.
 2. Due to at least three Commissioners indicating conflict with the November 26, 2002 scheduled Commission Meeting, the meeting was rescheduled to Tuesday, December 3, 2002.
Moved on consent.

3. As a result of a Commissioner survey, the Commission Meeting time has been moved to 4:00 p.m. for the meetings scheduled for December 3, 2002 and January 28, 2002.
Moved on consent.
4. The Commission accepted a Media Package, compiled by the Commission staff, regarding local Commission actions. The Commission directed staff to provide local Media Packages on a regular basis.
Moved on consent.
5. Master Agreement for Administrative and Professional Independent Contractor Services between the Stanislaus County Children and Families Commission and Stanislaus County Office of Education / Modesto City Schools.
 - a. The Commission accepted the Academy for Early Care and Education as a Joint Project of the Stanislaus County Office of Education and the Modesto Junior College for a one-year project beginning January 1, 2003 and not to exceed \$300,000. The Interim Executive Director was authorized to negotiate a Scope of Work, including measurable outcomes, and was also directed to negotiate budgets for FY 2002-2003 and FY 2003-2004 and authorize a direct Cash Payment Schedule between the Commission and the Modesto Junior College.
Moved Paul, Seconded Acosta. Unanimously approved.
 - b. The Commission approved to make direct payments to the Modesto City Schools for the Early Child Care and Development Grant per Item B, Section A-1 of Exhibit A – Scope of Work. The Interim Executive Director was directed to complete an agreement for Scope of Work, Budget, and Cash Payment Schedule with the Modesto City Schools.
Moved Skol, Seconded Souza. Unanimously approved.
 - c. The Interim Executive Director was directed to adjust the Cash Payment Schedule for the Stanislaus County Office of Education (\$78,375) and the Modesto City Schools (\$23,483) to reflect a 5.5% increase for fiscal management fees. Fiscal management fees were left open in the original Master Contract, to be negotiated at a later date. The Commission requested more information be provided regarding the exact make-up of those fiscal management costs.
Moved Paul, Seconded Skol. Unanimously approved.
6. The Annual Report (FY 2001-2002) submitted to the California Children & Families Commission for Stanislaus County was accepted by the Commission.
Moved Skol, Seconded Paul. Unanimously approved.
7. The Commission approved the contracts for the School Readiness Grant Writing Services to submit applications for: Riverbank Unified School (Little Consulting Services by Adele Little) and Turlock Elementary School District (Julie Martin). The Commission also approved for the Interim Executive Director to negotiate with a Grant Writer for the Waterford School District.
Moved Souza, Seconded Acosta. Unanimously approved.

V. Committee Reports

- A. The Commission accepted the Health and Education Committee Minutes for October 8, 2002.
Moved on consent.
- B. The Commission accepted the Administrative Committee Minutes with a revision made to item #10. *The Committee requested for the 5.5% not to be automatically approved. It was*

recommended for the actual costs to be negotiated by Commission staff and then brought before the Commission.

Moved Souza, Seconded Skol. Unanimously approved.

1. The Commission approved the Policy and Procedures for Purchasing Card Used. Moved Skol, Seconded Acosta. Unanimously approved.
2. The Commission approved the Policy and Procedures for Unused Rollover Funds. The Commission and County Counsel recommended a revision in the wording of the Policy Statement to read: *Grantees may request a rollover for unused funds, not exceeding the amount of \$50,000, from a previous year based on the recommendation of the Executive Director and adoption of the Commission and must be in full compliance with the contract agreement.*

Moved Skol, Seconded Paul. Unanimously approved.

VI. Program Reports

- A. The Commission accepted a report from the Stanislaus County Office of Education. Moved on Consent.
- B. The Commission accepted the report from the CARES Project. Moved on Consent.
- C. The Annual Report (FY 2001-2002) on the Retention Incentive Matching Funds was submitted to the California Children and Families Commission for the Stanislaus CARES Project by the Child Development Training Consortium of the Yosemite Community College District and was accepted by the Commission. The Commission commended the Child Development Training Consortium and directed the staff to work with the Stanislaus CARES Project and return with a complete report in the Spring 2003. Moved Acosta, Seconded Skol. Unanimously approved.
- D. A discussion took place with United Way of Stanislaus County regarding the direction(s) and/or priorities for Round 2 Mini-Grants. Different options will be evaluated and referred to the Administrative Committee; recommendation(s) will be provided to the Commission at its December meeting.

VII. Correspondence

- A. The Commission accepted and referred to County Counsel a letter dated, September 27, 2002, from Kim Bonnema. Moved on Consent.
- B. The Commission acknowledged a letter dated October 1, 2002, from Linda Butterfield of Stanislaus CARES Project, inviting Commissioners to a focus group on Friday, November 8, 2002 and directed the Interim Executive Director to attend. Moved on consent.
- C. The Commission accepted a letter dated September 26, 2002, from Brenda Berry of Modesto Love Center Ministries, requesting an exemption to the Equipment Mini Grant process conducted by United Way of Stanislaus for the Commission. The Commission denied the request because making an exemption would be inconsistent with the Commission's unanimous decision of September 24, 2002, to not fund the 26 proposals that met the Priority A requirement but exceeded the allocated funds available. The Commission directed the Modesto Love Center Ministries to consider re-submitting the proposal to United Way in the next round. Moved Souza, Seconded Acosta. Unanimously approved.

- D. The Commission accepted a letter dated September 9, 2002, from the Community Building Project, requesting the Commission to consider a funding proposal in the amount of \$189,000 through June 30, 2003. The Commission denied the request due to the fact that this is a pilot project and it is inconsistent with the Commission Policy adopted September 24, 2002 for the review of pilot projects. The Commission directed the Interim Executive Director to instruct the Community Building Project to work with the United Way regarding the Program Review of this pilot project. The Commission also recommended for the Community Building Project participate with the Healthy Families Task Force and the Commission's ad hoc committee on Child Health Access.
- Moved Souza, Seconded Walker. Ayes: Skol, Walker, and Souza. Noes: Paul and Acosta.

The Commission deferred a decision to authorize the reimbursement of \$63,000 to the Community Building Project for services rendered July 1, 2002 – October 31, 2002, until documentation was provided to the United Way to support the need for the reimbursement. The item is to be returned for action at the next scheduled Commission Meeting (December).

VIII. Public Comment

1. Bernadette Paul (Community Building Project) asked for the Commission to consider a venue for programs beyond a \$50,000 pilot, with a bigger vision and that are responding to the Strategic Plan.
2. Debbie Parr Noblitt of the CARES Project for Stanislaus County announced that they are one of the five counties selected for the in-depth evaluation of retention/incentive programs supported by the California Children and Families Commission. Debbie stated that this evaluation would be conducted on November 7th and 8th.

IX. Commissioner's Reports

None.

X. Chair Walker adjourned the meeting at 7:50 p.m.